

## Minutes of the Housing Authority of the County of Dodge

The Dodge County Housing Authority met Tuesday, February 27, 2018 in the board room of the Housing Authority office located at 491 E Center Street, Juneau, Wisconsin.

The meeting was called to order at 8:30 am by Glenn Stousland, Chairman.

Roll Call: Glenn Stousland, Eugene Wurtz, Mary Reak

Excused: Shirley Kitchen

Also Present: Donna Braun, Executive Director and Jamie Rhodes, Housing Supervisor

Pledge of Allegiance

Verification of proper meeting posting

Motion was made by Eugene Wurtz to approve the agenda. The motion was seconded by Mary Reak. Motion carried.

Motion was made by Mary Reak and seconded by Eugene Wurtz to dispense the reading of the January 31, 2018 minutes and approve them as presented. Motion carried.

Public Forum- none

Communications-WHEDA OGLLC files were reviewed and the letter confirms there were no findings. Ken Neumann was sent a certificate of appreciation for his years of service on the board along with a gift certificate.

The Financial reports were reviewed. A motion was made by Mary Reak and seconded by Eugene Wurtz to approve the financial reports as presented. Motion carried.

Bills for Dodge 1, 6, OGLLC, HA and HUD were presented. The Board reviewed Oak Grove check number 2929. The Board also reviewed the Burnett electric bill (check number 6084) A Motion was made Mary Reak and seconded by Eugene Wurtz to approve the bills and pay as due. Motion carried.

Unfinished Business:

Dodge 1, 6 and OGLLC Occupancy Report for period February 2018.

|            |       |            |       |            |       |          |       |
|------------|-------|------------|-------|------------|-------|----------|-------|
| Theresa    | 12-10 | Burnett    | 12-11 | Iron Ridge | 8-7   | Waupun   | 48-46 |
| Ashippun   | 12-12 | Lowell     | 12-11 | Juneau     | 15-15 | Oak Gove | 24-24 |
| Reeseville | 14-14 | Hustisford | 14-14 | Beaver Dam | 17-14 |          |       |

Progress report on Housing Choice Voucher Section 8 Program: Vouchers – 134 + 2 port out

Occupancy report- Reviewed details of occupancy report.

Maintenance report-apartment inspections, changed smoke detector batteries, cleaned storage sheds and maintenance closets for the last several weeks. BD remodeling and T10 back on track.

Tenant/Program participation report- Reviewed details of Tenant/Program Participation Report.

Management- Jamie, Bob and Lauren participated in Fair Housing training. Laura and Donna will view training next month and the board is invited to participate. Renewed Reeseville senior dining contract. OGLLC year end, audit and taxes complete. Submission to RD pending. Held interviews and hired part time position. New brochures and display. Web page is coming along. Waupun building 100 painting is scheduled.

Old Business: None

New Business:

- A. A motion was made by Eugene Wurtz to approve the write off of the stale checks as presented. The motion was seconded Mary Reak. Motion carried.
- B. A motion was made by Mary Reak to approve the year end 12/31/2017 for OGLLC. The motion was seconded Eugene Wurtz. Motion carried.
- C. The board reviewed the OGLLC audit. No action needed.
- D. A Motion was made by Eugene Wurtz to accept Mayville Floor Covering bid to replace the hallway carpet in D6 building 100. The motion was seconded by Mary Reak.

The next meeting of the Dodge County Housing Authority is scheduled March 28, 2018 at 8:30a.m.

A motion was made by Eugene Wurtz to adjourn. The motion was seconded by Mary Reak. Motion carried.

Meeting adjourned at 9:50 a.m.

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Glenn Stousland, Chairperson

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Donna Braun, Executive Director

# DODGE COUNTY HOUSING AUTHORITY

491 East Center Street

Juneau, WI 53039

Office 920-386-2866

Fax Number 920-386-2725

## OCCUPANCY REPORT---Rural Development

February 1, 2018

Move-Outs/Move Ins

March 1, 2018

### Dodge 1

Theresa 12-10  
Ashippun 12-12  
Reeseville 14-14  
Burnett 12-11  
Hustisford 14-14  
Lowell 12-11  
Iron Ridge 8-7  
Juneau 15-15  
Beaver Dam 17-14  
Total Vacancies 116 -108  
Percent Vacancy 6.9%

Theresa 12-10  
Ashippun 12-12  
Reeseville 14-14  
Burnett 12-11  
Hustisford 14-14  
Lowell 12-11  
Iron Ridge 8-7  
Juneau 15-15  
Beaver Dam 17-14  
Total Vacancies 116 - 108  
Percent Vacancy 6.9% YTD 6.21%

### Dodge 6

Waupun 48-46  
Total Vacancies 48-2  
Percent Vacancy 4.2%

Waupun 48-46  
Total Vacancies 48 - 2  
Percent Vacancy 4.2% YTD 5.05%

### Dodge 8/OGLLC

Oak Grove 24 -24  
Percent Vacancy 0%

Oak Grove 24-24  
Percent Vacancy 0% YTD 0%

**All Units 188 /178 5.4%**

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## HUD HOUSING CHOICE VOUCHER PROGRAM

**February 1, 2018**

Total program participants paid by Dodge County 134 + 2 port out = 136 total

**March 1, 2018**

Less 0 household removed  
Less 1 households voluntarily off  
Less 0 port out absorbed  
Less 0 voucher searching  
Added 0 Port In absorbed  
Added 0 New  
Added 0 voucher searching back on program  
Program Participants in Dodge County 133  
Paying for port out 2  
Total program participants we are paying for 135  
Current program participants searching 0  
Current Vouchers Issued 0  
Waiting List / with local preference, and not very low 2335/2732

Prepared – March 21, 2018